



State of Rhode Island and Providence Plantations Department of Elementary and Secondary Education

Educator Certification Temporary Initial Preliminary Certificate Application Form

Ensure Educator Excellence:

Every student must have highly effective teachers.
Every school must have highly effective leaders and support professionals.
We must support educators throughout their careers.

Educator Certification in Rhode Island

Educator certification is the process through which Rhode Island educators demonstrate that they are prepared to enter the profession as new educators and then continue to demonstrate currency and competency within their specific area(s) of certification. Educator certification is required for all educators in all Rhode Island public schools, state approved special education programs and state funded pre-kindergarten programs.

1. Use of this application:

- This application should be used **ONLY** by individuals applying for the Temporary Initial Educator Certificate.
- The Temporary Initial Educator Certificate is awarded to an individual who has completed an approved preparation program or is fully certified in another state and meets all issuance requirements for an Initial Educator Certificate(s) except Rhode Island certification test requirements for the certificate(s).
- The Temporary Initial Educator Certificate is a one year certificate and is only issued once to an individual.
- The Temporary Initial Educator Certificate is *not* renewable. Upon meeting all Rhode Island certification test requirements, and the submission of a completed certification application including evidence of required passing scores and necessary fees, the individual is eligible to apply for a Three Year Initial Educator Certificate.

2. How to complete this application:

- Provide the required information in Sections A, B, and C. If you are seeking certification in Career and Technical Education or World Languages, write in the specific Career and Technical Education area or World Language that you are requesting (e.g. Computer Programming, Health Occupations, French, Spanish).
- Calculate and provide the appropriate fees for certification areas identified in Section B. Note: Payment must be included with the application and all fees are calculated by certification area and per processing request and are non-refundable.
- Review the list of required documentation on Page 2 and submit all required documentation in the specified format with your application. Note: Incomplete applications will be returned.
- Mail the completed application, fees, and documentation to the address on page 6 of this application.

3. When to apply for certification:

- Individuals may request new certificates at any time.
- Application processing and evaluation varies during the year based on demand and averages 12-16 weeks.

4. For more information consult the Office of Educator Quality and Certification website at:

<http://www.ride.ri.gov/Certification> or at eqac@ride.ri.gov.

Certification Fees

All certification application fees are for processing requests and are non-refundable. Use the fee chart below to determine the appropriate fee for the request you submit. We are not able to accept cash. Make check payable to the *General Treasurer – State of Rhode Island*

| Type of Request | Fee |
|---|--------------------------------------|
| Temporary Initial Educator Certificate : Issuance | \$100.00 for each certification area |

Required Documentation

All required documentation must be submitted for your application to be processed. The required documentation is detailed in the chart below. Note: transcripts that are already on file with the Rhode Island Department of Education do not need to be resubmitted with subsequent applications unless more current transcripts identify coursework and/or degrees not identified on the previously submitted transcripts.

| Documentation | Conditions |
|---|---|
| Transcripts | Official or student-issued are accepted; photocopies or downloaded transcripts are not accepted. Note: If the transcript is provided as evidence of completion of a degree or program, the transcript must include a conferral or completion date. |
| Certification Test Score Reports | Original or photocopies are accepted. |
| Out-of-State Educator Certificate | Original or photocopies are accepted. Required if applying for Rhode Island certification through reciprocity. Note: The Out-of State Educator Certificate must be a current and valid comparable, full state certificate at the National Association of State Directors of Teacher Education (NASDTEC) stage 3 level. |
| Work Experience | Official letterhead of employing agency. Required only if work experience is an issuance requirement for a certification area AND if the work experience was not completed in a Rhode Island public school. |
| Registered Nurse or Rhode Island Social Worker License | Original or photocopies are accepted. |
| Career and Technical Education Occupational License/Certification | Original or photocopies are accepted. Required if applying for RIDE CTE certification and the Occupational License/Certification is required by a Rhode Island governing body. |

Certification Codes:

| Teacher Certificate Areas | | | |
|---|---|-------|--|
| 11101 | Early Childhood Education Teacher, Grades PK-2 | 11191 | Early Childhood Bilingual and Dual Language Education Teacher, Grades PK-2* |
| 11181 | Early Childhood Special Education Teacher, Birth through Grade 2* | 11192 | Early Childhood English as a Second Language Education Teacher, Grades PK-2* |
| | | | |
| 11201 | Elementary Education Teacher, Grades 1-6 | 11291 | Elementary Bilingual and Dual Language Education Teacher, Grades 1-6* |
| 11281 | Elementary Special Education Teacher, Grades 1-6* | 11292 | Elementary English as a Second Language Education Teacher, Grades 1-6* |
| | | | |
| 11301 | Middle Grades English Teacher, Grades 5-8 | 11304 | Middle Grades Social Studies Teacher, Grades 5-8 |
| 11331 | Middle Grades English Teacher Elementary Extension, Grades 5-8* | 11334 | Middle Grades Social Studies Teacher Elementary Extension, Grades 5-8* |
| 11341 | Middle Grades English Teacher Secondary Extension, Grades 5-8* | 11344 | Middle Grades Social Studies Teacher Secondary Extension, Grades 5-8* |
| 11302 | Middle Grades Mathematics Teacher, Grades 5-8 | 11381 | Middle Grades Special Education Teacher, Grades 5-8* |
| 11332 | Middle Grades Mathematics Teacher Elementary Extension, Grades 5-8* | 11391 | Middle Grades Bilingual and Dual Language Education Teacher, Grades 5-8* |
| 11342 | Middle Grades Mathematics Teacher Secondary Extension, Grades 5-8* | 11392 | Middle Grades English as a Second Language Education Teacher, Grades 5-8* |
| 11303 | Middle Grades Science Teacher, Grades 5-8 | | |
| 11333 | Middle Grades Science Teacher Elementary Extension, Grades 5-8* | | |
| 11343 | Middle Grades Science Teacher Secondary Extension, Grades 5-8* | | |
| | | | |
| 11401 | Secondary Grades Agriculture Teacher, Grades 7-12 | 11408 | Secondary Grades Mathematics Teacher, Grades 7-12 |
| 11402 | Secondary Grades Biology Teacher, Grades 7-12 | 11409 | Secondary Grades Physics Teacher, Grades 7-12 |
| 11403 | Secondary Grades Business Education Teacher, Grades 7-12 | 11410 | Secondary Grades Social Studies Teacher, Grades 7-12 |
| 11404 | Secondary Grades Career and Technical Education Teacher, Grades 7-12 | 11481 | Secondary Special Education Teacher, Grades 7-12* |
| 11405 | Secondary Grades Chemistry Teacher, Grades 7-12 | 11491 | Secondary Grades Bilingual and Dual Language Education Teacher, Grades 7-12* |
| 11406 | Secondary Grades English Teacher, Grades 7-12 | 11492 | Secondary Grades English as a Second Language Teacher, Grades 7-12* |
| 11407 | Secondary Grades General Science Teacher, Grades 7-12 | | |
| | | | |
| 11501 | All Grades Art Teacher, Grades PK-12 | 11510 | All Grades Theatre Teacher, Grades PK-12 |
| 11502 | All Grades Dance Teacher, Grades PK-12 | 11512 | All Grades World Language Teacher, Grades PK-12 |
| 11503 | All Grades Family and Consumer Science Teacher, Grades PK-12 | 11582 | All Grades Special Education – Deaf and Hard of Hearing, Grades PK-12* |
| 11504 | All Grades Health Teacher, Grades PK-12 | 11583 | All Grades Special Education – Visually Impaired, Grades PK-12* |
| 11505 | All Grades Library Media Teacher, Grades PK-12 | 11584 | All Grades Special Education – Severe Intellectual Disability, Grades PK-12* |
| 11506 | All Grades Music Teacher, Grades PK-12 | 11585 | All Grades Adapted Physical Education Teacher, Grades PK-12* |
| 11507 | All Grades Physical Education Teacher, Grades PK-12 | 11591 | All Grades Bilingual and Dual Language Education Teacher, Grades PK-12* |
| 11508 | All Grades School Nurse Teacher, Grades PK-12 | 11592 | All Grades English as a Second Language Education Teacher, Grades PK-12* |
| 11509 | All Grades Technology Education Teacher, Grades PK-12 | | |
| | | | |
| Administrator Certificate Areas | | | |
| 12001 | Building Level Administrator, Grades PK-12 | 12015 | School Business Administrator |
| 12011 | District Level Administrator – Curriculum, Instruction, and Assessment* | 12016 | Superintendent of Schools |
| 12012 | District Level Administrator Special Education* | | |
| | | | |
| Support Professional Certificate Areas | | | |
| 13001 | School Counselor | 13011 | Reading Specialist/Consultant* |
| 13002 | School Psychologist | 13012 | Mathematics Specialist/Consultant* |
| 13003 | School Social Worker | 13013 | English as a Second Language Specialist/Consultant* |
| 13004 | Speech and Language Pathologist | 13021 | Instructional Leader* |

*Any Certificate Area with an asterisk is a Dependent Certificate. To obtain this certificate, the applicant must hold the required Independent Certificate Area. The list of Independent and their Dependent Certificates can be viewed at <http://www.ride.ri.gov/Certification>

TEMPORARY INITIAL EDUCATOR CERTIFICATE APPLICATION FORM

Section B: Certification Information (See page 1 of this packet for more information)

Section B-1 Temporary Initial Educator Certificate

Certification Area(s): Identify each Certification Area requested using the Certification Area Codes from page 3. (\$100 for each certification area)

| | | | | |
|---------------|-------|-------|-------|-------|
| Example:11101 | \$100 | \$100 | \$100 | \$100 |
| | \$100 | \$100 | \$100 | \$100 |

For World Language, Bilingual and Bicultural, or CTE certification requests, please state the language or CTE area(s).

Section C: Required Information and Authorization

Read the statements in the box below provide answers to the following questions and sign and date the authorization line attesting to the accuracy of the information in this application.

Teachers and other school personnel certified by the State of Rhode Island must be of good moral character. Rhode Island General Law 16-12-3 states that "Every teacher shall aim to implant and cultivate in the minds of all children committed to his care the principles of morality and virtue." Your answers to the following questions regarding your employment, criminal, and certification history are important. Any criminal matter covered by a question must be disclosed regardless of how long ago it occurred or how unimportant it may seem. Criminal matters do not necessarily preclude certification, but the failure to answer a question truthfully may result in disqualification. Furthermore, Rhode Island General Law 11-18-1 prohibits the submission of a document containing a false and misleading statement to a public agency, and Rhode Island General Law 11-58-1 prohibits the use of a falsified educational record of a postsecondary institution.

Disclosure of the Social Security Number on page1 is mandatory. It will be furnished to the Rhode Island Division of Taxation pursuant to Chapter 76 of Title 5 of the Rhode Island General Laws, which states that any person applying for or renewing a license to conduct a profession within Rhode Island must have filed all required state tax returns and paid all taxes due the state. The statute also requires the following certification: "I hereby certify, under penalty of perjury, that I have filed all required state tax returns and have either paid all taxes due the state, entered into a written time payment agreement with the Rhode Island Division of Taxation, or am pursuing administrative or appellate review of unpaid taxes."

| Legal Questions: For each response of 'YES' you must attach a detailed explanation and specified documentation to your application. If you have previously submitted documentation for a specified question, you do not need to resubmit. Please indicate that the documentation was previously submitted in the margin next to the applicable question. Please note that there is a continuing duty to submit supplemental documentation relating to any events or circumstances requiring a "yes" response to the questions below. | | Yes | No |
|--|--|-----|----|
| 1. | Have you ever been dismissed from any employment or have you ever resigned from any employment following the initiation of disciplinary action? If yes, attach an explanation. | | |
| 2. | Are you the subject of disciplinary action in your present employment? If yes, attach an explanation. | | |
| 3. | Have you ever been convicted of a felony or a misdemeanor? If yes, attach a copy of the conviction record(s). Expunged convictions must be disclosed under Rhode Island General Law 12-1.3-4 Attach an explanation stating the date, location and nature of the offense(s) involved in the expunged conviction(s). | | |
| 4. | Have you ever entered a plea of nolo contendere to a felony or misdemeanor charge? If yes, attach a copy of the conviction and/or probation record(s). | | |
| 5. | Are any felony or misdemeanor charges currently pending against you? If yes, attach an explanation. | | |
| 6. | Has your educator's certificate or license in another state ever been suspended, revoked, or surrendered? If yes, attach an explanation. | | |
| 7. | Are you currently the subject of any action to revoke or suspend your educator's certificate or license? If yes, attach an explanation. | | |

I certify the accuracy of the information provided in this application and in any supporting documentation that I may submit. I have included all supporting documentation. I have read and understand the notice regarding Rhode Island laws above. I hereby authorize the release of information to the Department of Education for the purpose of investigating or verifying any information in my application.

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|-----------------------------------|--------------------------|
| _____ (Signature of Applicant) | ____/____/____ (Date) |
|-----------------------------------|--------------------------|

Please mail only pages 4-6 of the application, fee and all required documents to:
RHODE ISLAND DEPARTMENT OF EDUCATION
OFFICE OF EDUCATOR QUALITY AND CERTIFICATION
255 WESTMINSTER STREET, 4TH FLOOR
PROVIDENCE, RI 02903-3400